

IN THE UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF OHIO

UNITED STATES OF AMERICA,

Case No. 5:15cr446

Plaintiff,

JERS ORDER

-vs-

JUDGE DAN AARON POLSTER

TERRENCE JOSEPH MCNEIL,

Defendant.

The Court is using new technology to facilitate the viewing of exhibits by jurors (Jury Evidence Recording Systems / “JERS”). Counsel shall use the following procedures.

**SUBMISSION OF EXHIBITS IN ELECTRONIC FORMAT**

Each party shall submit to Chambers all exhibits on a single storage device such as a CD, DVD, or USB drive no later than **two weeks before trial (April 26, 2017)**. Parties shall retain their original exhibits and shall submit only copies, including audio or visual exhibits.

**RENAMING OF EXHIBIT FILES**

The Exhibit Files must be named using a naming convention as follows:

<exhibit number>\_<exhibit description>.<file extension>

Examples of valid exhibit file names are set forth below:

12\_2009 Tax Statement.pdf  
35.pdf

The exhibit **must** be named by number, followed by the “underscore” character, and the underscore character cannot be used elsewhere in the exhibit name.

Compatible file types include:

- PDF
- JPG
- WM Video
- MP3
- WAV

Counsel shall coordinate numbering of the documents (e.g., designate 1–99 for Plaintiff; 100–199 for Defendant) to prevent overlapping or duplicates. Exhibits containing multiple images (such as photographs, charts or drawings) shall be marked individually with an exhibit number. Numbered subparts (e.g., 10-1 10-A) and composite exhibits are **not** permitted.

Prior to submitting exhibits, counsel are encouraged to contact Christine Scanlon at (216) 357- 7339 or Katie King at (216) 357-7192 with any questions about JERS procedures.

IT IS SO ORDERED.

s/ Dan Aaron Polster April 6, 2017  
DAN AARON POLSTER  
UNITED STATES DISTRICT JUDGE